



## Meeting Minutes

### Library Board

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Tuesday, June 10, 2025

5:00 PM

La Crosse Public Library  
Auditorium (Lower Level)

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#### Call to Order

*The Chair, Sue Anglehart, called the meeting to order at 5:03 p.m.*

*PRESENT: Sue Anglehart, Kathy Ivey, Araysa Simpson, Aaron Engel, Jessica Thill, Rosanne Northwood, Katie Bittner, Mac Kiel*

*ABSENT: Erin Raymus*

*STAFF: Dawn Wacek, Daniel Whitmore, Cynthia Arauz, Miranda Greeno*

#### Agenda Items:

#### 1 Approval of Minutes from Regular Board Meeting – May 13, 2025

Motion to approve the minutes from the regular Board meeting of May 13, 2025.  
(Aaron Engel/Kathy Ivey) Carried

#### 2 Approval of Minutes from Special Board Meeting – June 3, 2025

Motion to approve the minutes from the special Board meeting of June 3, 2025.  
(Araysa Simpson/Katie Bittner) Carried

#### 3 Approval of Bills & Financial Reports – May 2025

Motion to approve the bills and financial reports from May 2025.  
(Aaron Engel/Katie Bittner) Carried

#### 4 Reports

##### 4.1 Director's Report

##### 4.11 Vacancy Report

*Livi Hackbarth, who has been with the Library since 2019, has filled the vacant Librarian position in Public Experiences. Her work in Public Experiences will focus on Adult Programming. Livi's previous position as an Associate Librarian in Frontline has been posted internally.*

*The Library has been holding one FT Librarian position open as leadership considers the needs of each department following the staffing restructure.*

*After speaking with Operations and Public Service managers in depth, LPL will be internally posting for a FT Librarian position in Outreach and Marketing as that department does not currently have any FT Librarians to support the supervisor and team in developing services. Depending on the results of that process, as well as the upcoming budget parameters meeting on Tuesday, June 24, the Library may hold on filling any resulting Assistant roles.*

*Ms. Wacek shared with the Board that as the new Library Director, she will be meeting with teams over the next two months for review of suggestions, concerns, and future adjustments needed. With the upcoming Capital Campaign in frame, Director Wacek will also be reviewing service clubs and other opportunities to connect outside of the Library.*

#### *4.12 Operations and Service Updates*

*LPL's annual Summer Library Program has begun and the Library is already seeing a large increase in door counts. The kick-off at Myrick Park was this past Sunday and boasted an impressive turnout of 650! Library staff worked very hard to make it happen.*

*The Frontline team is continuing to work on training staff and developing manuals for each service point.*

*The Library has joined the Policy of the Month Club via DPI, which offers an opportunity to review policies and perform an audit of approved policies to see where there may be unaddressed needs. More to come on this.*

*The budget parameters meeting is scheduled for Tuesday, June 24. Currently reviewing materials expenditures and moving funds currently spent on contract services to the contracts line—i.e. W2W, PITS, Green Button, etc.*

#### *4.13 Construction Update*

*A pre-construction meeting is scheduled for Wednesday, June 11 with Contractor, Grant team, and Architects. Plan to finalize dates for wiring Main Hall and moving remaining furnishings, materials, and equipment in time for a construction kick-off.*

*The furniture bids for the remodel came in both over budget and without sufficient bids. With this in mind, the Library is going to rebid all packages with some reworking from Architect team. Because this is furnishings only, there is no concern with timing. As a bonus, because LPL came in under budget on construction costs and over on furniture, Grant team is resubmitting budget and including a request for the restrooms to be considered as a part of the project.*

#### *4.14 Grant Administration Update*

*MSA Professional Services has begun work and has already proven to be invaluable. As mentioned, they are assisting with reworking budget request and have already been part of communication with City staff and Contractor.*

## **5 Old Business**

### *5.1 Fund Balance Priorities – Library Vehicle*

*The Facilities team is moving forward with purchasing a 2025 minivan through the City contract with Enterprise. The total cost has come in at approximately \$46,000. Because this is roughly \$30,000 less than anticipated, leadership will begin investigating whether purchasing a maintenance truck might be possible this year as*

*well. This information will be brought to a future meeting.*

## **6 New Business**

### *6.1 Board Statement – Special Trustees Expenditures*

*The Board reviewed the Special Trustees statement draft and recommended one change in structure. Ms. Wacek will make this change and bring it back to next month's Board meeting.*

### *6.2 Library Director – Welcome Open House Expenditure*

**Motion to approve \$500 from Special Trustees for the welcome open house for Director Wacek.**

**(Rosanne Northwood/Mac Kiel) Carried.**

### *6.3 Gift – Acknowledgement of Director Grant*

*The Board requested information about previous gifts approved to acknowledge departing Library Directors and Board members. This will be brought to next month's Board meeting.*

## **7 Topics for Future Meetings**

*7.1 Visit from Community Foundation Staff – August*

*7.2 Capital Campaign Planning – Recommendations*

*7.3 Community Member Grievance Policy/ Procedures*

*7.4 Budget Forecast*

## **8 Public Comment / Other**

**Adjournment at 5:38 p.m.**

**Motion to adjourn.**

**(Aaron Engel/Rosanne Northwood) Carried**